



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

10/14/2015

Deloise Shack
951 22nd Ave, #2
Coralville, IA 52241

Dear Child Care Provider,

This letter is in regards to the 10/07/2015 compliance check of your Level A, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

FINDINGS: *Identify FINDINGS in each area of non-compliance.*

☐ 441 IAC 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

There are concerns of marijuana being found in the family home after a search warrant took place by law enforcement on 10/02/2015. Illicit substances and illicit activities does not promote a safe, sanitary, environment free of hazards for children. This remains under investigation and currently

Provider has signed a safety plan stating the following: Deloise is not allowing mind altering or illicit substances in the home or any illegal activity in the home. No person will be at the daycare while under the influence of substances at anytime. Deloise is not going to do child care during the course of the assessment. After the assessment is completed, this can be re-assessed.

☐ 441 IAC 110.5(1)"a" The home shall have a nonpay, working land-line or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information

Provider needs to have child specific emergency contact information posted in an easily viewable and accessible location. This includes the parent contact information, child's physician's contact information, and at least one emergency contact other than the parent for each child. This posting also should be in all vehicles used to transport children.

PROVIDER FILE:

☐ 441 IAC 110.5(2)"a" A physician's examination report for the provider and all members of the household. Acceptable physical examinations shall be documented on Form 470-5152, Child Care Provider Physical Examination Report. The examination shall include any necessary testing for

communicable diseases; a discussion of recommended vaccinations; completed no more than six months prior to initial registration; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years.

Provider must have a physical on file for Provider's self and all others who remain in the home. Prior to this visit, Provider's adult son, Rodney Clausey, had also been staying at the home two to three nights on average per week, and had been using this address as a mailing addresses. Provider also would have to count Rodney has living in the home if this continued. Rodney would also need a physical on file, if this continued.

****It is noted the Child Care Provider Physical Examination form was sent to Provider via mail 10/14/2015.**

☐ 441 IAC 110.5(2)"b"(2) Documentation from the department confirming the record checks required under 441 IAC 110.7(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

Provider needs the letter the Department sent stating record checks for all people in Provider's home have completed and have been approved to be involved in child care at home home. Provider does not have this letter in the file.

Provider can call 866-448-4605 to obtain a copy of the letter.

****Prior to this visit, Provider's adult son, Rodney Clausey, had also been staying at the home two to three nights on average per week, and had been using this address as a mailing addresses. Provider also would have to count Rodney has living in the home if this continued. Rodney would also need a to complete a record check, and be approved for child care involvement. This needs to be on file if this continues.**

CHILDREN FILES:

An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 441 IAC 110.5(8) "a". Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child, and the parent's work address and telephone number.

All intake forms must be reviewed annually by parents to assure accuracy, with corrections made as needed. The intake forms should be re-signed by the parent and re-dated by the parent annual to show this is completed. Children with the initials of PW, RC need this completed.

☐ 441 IAC 110.5(8) "c". A signed medical consent from the parent authorizing emergency treatment.

All medical consent forms must be reviewed annually by parents to assure accuracy, with corrections made as needed. The consent forms should be re-signed by the parent and re-dated

by the parent annual to show this is completed. Children with the initials of PW, RC need this completed.

☐ 441 IAC 110.5(8) "d". An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician

(1) The date of the physical examination shall not be more than 12 months before the child's first day of attendance at the child development home.

(2) The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary.

(3) For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report.

(4) The examination report or statement of health status shall be on file before the child's first day of care

Children with the initials of MF, PW, RC need admission physicals on file.

☐ 441 IAC 110.5(8) "h". For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since.

Children with initials of PW, RC need a physical signed and dated by a medical provider at the beginning of school.

☐ 441 IAC 110.5(8) "i". Written permission from the parent for the child to attend activities away from the child development home. The permission shall include:

(1) Times of departure and arrival.

(2) Destination.

(3) Persons who will be responsible for the child

A generic permission slip is needed for all children in care to attend activities outside of the daycare home. Permission slips need to be reviewed, re-signed, and re-dated annually. The permission slip should identify all areas the daycare provider is able to take the children for field trips. If the Provider would like to take the child to a place outside of the designated spots on the generic yearly permission slip, the Provider needs to make an individual slip for that specific place when it occurs.

Children with initials of PW, RC, need their permission slip re-signed and re-dated for this year.

Suggestions for Improvement:

The current concern of the possibility of illicit activities going on in or near your home is a concern for the Department regarding the safety and well-being of your children in care. Your continued cooperation regarding looking into these concerns is appreciated. Further information and details regarding these concerns will be provided in a complaint form when the assessment regarding these concerns has concluded.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations.**

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home.

Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.

I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: 11/23/2015

X _____
Signature Date

Please do not hesitate to contact me at DHS at 319-688-5738 if you have any questions regarding this letter.

Sincerely,

Lacey L. Plants
Social Worker II
411 3rd St SE
Ste 400
Cedar Rapids, IA 52401
319-688-5738
lplants@dhs.state.ia.us


Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at Shannon Dostal, 563-362-8228.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).

